Department of Land Revenue & Settlement

OFFICE Board of Revenue

STATION Madras

No.
M. 1573
1573
Dated 19-5-31

£2516

To whom sent

Date Initials

Given for copying 26.5.31

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(SUBJECT.)

Stationery. (South Kanara) Hatfile case
Collectors office Supply. orders passed

Ref.No. 1/Stry./31-

South Kanara Collector's Office,
Mangalore, dated 1st May 1931.

From

Mr. J. Hussain, Bar-at-Law,
Collector of South Kanara.

To

The Secretary to the Board of Revenue,
Land Revenue and Settlement,
M a d r a s.

Sir,

Stationery - Flat file cases - Supply of.

With reference to paragraph 121 of Chapter XIII of Vol. I of the Madras Stationery Manual, I request that the Board may be pleased to raise the scale of supply of flat file cases to my office. The present scale and the scale required are shown below:-

	Ordinary	Urgent.	
Existing -	300	100	= 400
To be raised to -	500	200	= 700

As a result of inadequate supply to clerks, they put a number of files in a single pad and send it up for approval. Not to speak of the fact that papers sometimes get mixed up, a lot of time is wasted in trying to remove and again put on the string in which a file is generally put to prevent papers getting mixed up in taking off. The same remarks apply to the Accounts Branch also.

2. As regards supply for this year, the indent was for 100 flat file cases. The Superintendent of Stationery sent only 50. Thereupon, I requested him to send me 100 pads which when added to existing stock makes the total equal to the sanctioned scale of 400. As the pads were emergently required, I wrote to him that I would purchase locally if the supply was not made in a week. In his reply I-1795-30 dated 20-4-1931, he writes that local purchase is forbidden and that he will send me the balance

of 50 pads due according to the indent, after his stock has been replenished. The purchase of articles usually supplied by the Superintendent, is forbidden by rule 9 of the Madras Stationery Manual, Volume I. But, up to a limit of Rs.20/- the Board can sanction petty purchases provided that the articles are not procurable from the Superintendent. I request that the Board may be pleased to accord sanction up to this full limit, as it is not possible to wait till the Superintendent sends them. For the balance of pads according to the scale as enhanced, a supplemental indent will be sent on receiving the Board's sanction to the Superintendent who I think will be able to meet my demand by that time.

For Collector.

Subject.—

E. F. XXII-A-19—89,500 22-4-36 (8)

FOR MEMBER

Stationery (South Kanara) Flat file cases. Collectors office supplies orders passed

READ AGAIN B. P. No. _____, dated _____ 193

" " _____, " _____ 193

READ ALSO :—

Register No. _____, From the E 2516/31, Q to Coll. No. _____, dated _____ 193
A to the S/S.

" " _____, " " _____, " _____, " _____ 193

" " _____, " " _____, " _____, " _____ 193

RESOLUTION. This No. 1573, dated 19-5- 193

The Collr. of South Kanara ~~brings to the notice of the Board~~ reports that the present scale of supplies of flat file cases to this office has been found inadequate and requests that the scale may be raised from 500 to 700. The Board accordingly sanctions the following scale: ~~to the Office of the Collector of South Kanara~~ No. of flat file cases

Ordinary	Urgent
500	200

2. The Superintendent of Stationery is requested to make the necessary additions ~~may be made~~ to the Stationery Manual, Vol II.

3. The attention of the Collector is drawn to rule 10(c) of the Madras Stationery Manual Vol. I from which it will be seen that he is himself competent to incur the expenditure upto a limit of Rs 20/- subject to the conditions laid down in the rule

JM
19.5.31

Do

The Superintendent of Stationery (para 1 & 2 only)

The Collector of South Kanara.

Typed
20.5.31

Jeme
PO
19.5.31

2
19/5

B
18.5.31

Subject :- Scale of supply of flat file cases to Collectors, offices - Requested.

To First Assistant

Please see letter from the Collector of South Kanara at page 2 ante and state what are the requests therein and if

(1) what the scale of supply of flat file cases to Collectors' offices is (ordinary 300; urgent 100) to Tahsildars (ordinary 500; urgent 200) under the rule 121 of the Madras Stationery Manual Vol. I.

(2) that sanction under paragraph 10(c) of the Stationery Manual up to a limit of Rs 250/- may be accorded for the local purchase of flat file cases.

Apparently the Collector wants to purchase flat file cases in lieu of the number which have become unserviceable and which have been sent to the Superintendent Govt Press for repairs.

3) The Collector has not made out a case for the enhanced scale of supply

of the case. He merely states that the existing scale of supply is inadequate. He may be asked to report in detail what is considered scale of supply is applied for.

4| As regards the second request it is submitted that under rule 10(e) the Collector is himself competent to incur the expenditure upto a limit of Rs 20/- in each case. The necessity of the flat file cases could not have been foreseen and included in his annual indent and that they are so urgently required that the efficient interests will suffer by the delay involved in indenting from the Stationery Officer. Flat file cases (Steel) have already been included in the indent. It cannot be contended that the condition laid down in rule 10(e) have been fulfilled in the present case. The Collector may be informed accordingly. The Superintendent of Stationery may also be requested to supply the remaining 150 flat file cases to the Collectorate early as possible and a report

Proposals of the Labour Authority be sent

7.

Your note on point (1) is silly. What do you mean by making out a case"? Is it not a case" when a Coll. finds that he has not been enough to give each paper a separate file Economy + scrutiny are all very well, but noting of this sort simply shows stupidity.

If Coller wants them, let him have

A. Hl/13.5.31.

10 Tush Assistant

Draft submitted

JJH

19.5.31

B

18.5.31